

MARYLAND DEPARTMENT OF THE ENVIRONMENT
Land Management Administration • Technical Services & Operations Program
1800 Washington Boulevard • Suite 650 • Baltimore Maryland 21230-1719
410-537-3400 • 800-633-6101 x3400 • www.mde.maryland.gov

INSTRUCTIONS FOR ELECTRONIC APPLICATIONS
(New or Renewal)

1. Go to www.mde.maryland.gov
 - a. Click on – LAND
 - b. Click on - HAZARDOUS WASTE
 - c. Click on - HAZARDOUS WASTE PROGRAM FORMS & INSTRUCTIONS
2. Scroll down to:
 - a. Controlled Hazardous Substance TransportationOr
 - b. Medical Waste Transportation
3. Click on - PAYMENT FORM
 - a. Complete Form
 - b. Print
 - c. Mail Form, Payment, Original MCS-90, Original Surety Bond / Letter of Credit (only) to:
Maryland Department of the Environment
P.O. Box 1417
Baltimore MD 21203
4. Click on Application For Hauler Certification
 - a. Download and Save Document (save as your Company Name & Hauler Number (if have) for example: Joe Smith Trucking HWH 000)
 - b. Fill in each question
 - c. Save
 - d. Email document with all required documents to mde.haulers@maryland.gov (in Subject line put Company Name & Hauler Number for example: Joe Smith Trucking HWH 000)
5. Click on Application for Vehicle Certification
 - a. Download and Save Document (save as your Company Name & Hauler Number (if have) for example: Joe Smith Trucking HWH 000)
 - b. Fill in each column
 - c. Save
 - d. Email document with all required documents to mde.haulers@maryland.gov (in Subject line put Company Name & Hauler Number for example: Joe Smith Trucking HWH 000)
6. Scan Additional Documents as required
 - a. Customer List (if needed)
 - b. Destination Facilities (if needed)
 - c. Violations (if needed)
 - d. Annual Inspections (please scan in order of Vehicle List)
 - e. I, V, K & P Inspections (CHS only) (please scan in order of Vehicle List)
 - f. Certificate of Liability
 - g. MSC-90 (CHS)
 - h. Surety Bond / Letter of Credit
 - i. SMW - \$10,000
 - ii. CHS (if do not submit MSC-90) - \$50,000

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7. Email to mde.haulers@maryland.gov
 - a. Subject Line
 - i. Company Name & HWH/SMH #
 - b. Forms & Inspections
 - i. Application for Hauler Certification
 1. Additional Information (if needed)
 - a. Customer List (if needed)
 - b. Destination Facilities (if needed)
 - c. Violations (if needed)
 - ii. Application for Vehicle Certification
 - iii. Inspections
 1. Annual
 2. I, V, K & P if applicable
 - iv. Certificate of Liability
 - v. MSC-90
 1. Mail original with payment
 - vi. Surety Bond / Letter of Credit
 1. Mail original with payment

Applications will not be processed until full payment has been received. In addition, any missing or expired required documents may hold up processing certificate or result in refunds being issued. **Turnaround time is up to 45 days.**

Any questions please contact Paul “Brian” Sodeman at 410-537-3397 or by e-mail at paul.sodeman@maryland.gov or Jennifer Hopper at 410-537-3350 or by e-mail at jennifer.hopper@maryland.gov.